



UNIVERSITY OF  
**PLYMOUTH**  
Doctoral College

## POSTGRADUATE RESEARCH STUDENTS

### FEE AMENDMENTS FOR INTERRUPTIONS, WITHDRAWALS (INCLUDING DE-REGISTRATION), EXTENSIONS TO REGISTRATION AND FOR SUBMISSION AND EARLY SUBMISSION OF THESIS FOR EXAMINATION

The University operates the following fee refund and payment policy for postgraduate research students who interrupt, withdraw, extend their registration or who submit their thesis early for examination. Fees for research degree students are charged per academic year (starting each year on 1<sup>st</sup> August), with each academic year is split into two semesters.

#### **Interruption:**

Interruptions of less than 4 months in a single academic year will not incur cancellation of fees.

In the academic year of interruption, fees are payable as follows:

- For an interruption period of 4 months or less, fees in full are payable for that academic year;
- For an interruption period between 4 months and 1 day and 10 months, fees will be cancelled for half of the annual fee for that academic year;
- For an interruption period between 10 months and 1 day and 12 months, no fees payable for that academic year.

Previous periods of interruption will be taken into consideration when calculating the amount of fee for the academic year<sup>1</sup>.

Please note that this only applies to interruptions that have been formally approved by the University.

#### **Withdrawal:**

A student who withdraws, or is required to withdraw, will not be reimbursed for any fees paid prior to the current academic year of registration (starting 1<sup>st</sup> August).

In the academic year of withdrawal, fees will be charged for registration periods shorter than one-half of the annual fee as follows:

- For a registration period of 2 months or less, no fees charged for that half of the annual fee;
- For a registration period of 2 months and 1 day or above, fees will be charged for that half of the annual fee.

These registration periods may be reduced to take into account interruptions in this or a prior academic year for which fees were paid<sup>1</sup>.

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<sup>1</sup>For instance, a student who suspended for 2 months in total during previous academic years and paid full fees for those years would not have to pay additional fees for a 2-month extension period.



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#### **Extensions:**

A student who submits their thesis after their due date, with or without an approved extension, will be charged extension fees as follows:

- For a submission within 1 month of due date, no additional fees are charged;
- For a submission 1 month and 1 day or above after due date, additional extension fees are charged (pro-rata per month or part of month) from the due date to the date of thesis submission.

These extension periods may be reduced to take into account interruptions in this or a prior academic year for which fees were paid<sup>1</sup>.

Students will not be reimbursed for fees paid prior to the current year of registration. Candidates will not be awarded their degree if fees are outstanding.

#### **Early submission of thesis:**

A student who submits their thesis after their minimum period of registration and before their due date will be charged fees as follows:

- If submission occurs within 2 months of the end of the previous fee-paying period, no additional fees are charged;
- If submission occurs 2 months and 1 day or more of the end of the previous fee-paying period, fees will be charged for that half of the annual fee.

Previous periods of interruption will be taken into consideration when calculating the amount of fee for the academic year.

Students will not be reimbursed for fees paid prior to the current year of registration. Candidates will not be awarded their degree if fees are outstanding.

**THIS POLICY WILL TAKE EFFECT FROM 1<sup>ST</sup> AUGUST 2020 FOR  
ALL RESEARCH DEGREE STUDENTS (except DClInPsy)**

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<sup>1</sup>For instance, a student who suspended for 2 months in total during previous academic years and paid full fees for those years would not have to pay additional fees for a 2-month extension period.